

TOWN OF WESTWOOD

COMMONWEALTH OF MASSACHUSETTS

BOARD OF SELECTMEN

Michael F. Walsh, Chairman
Patrick J. Ahearn, Clerk
Nancy C. Hyde, Third Member

Michael A. Jaillet, Town Administrator
Pamela Dukeman, Finance Director
Christine E. McCarthy, Executive Assistant

DECISION BOARD OF SELECTMEN

Date: October 1, 2015

COMPLETE STREETS POLICY

(Agenda Item #3282)

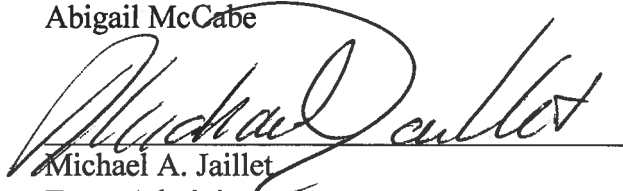
Board of Selectmen Meeting, September 29, 2015

	In Favor	Opposed	Abstention	Not Present
M. Walsh	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P. Ahearn	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N. Hyde	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

N. Hyde moved for the Board of Selectmen to adopt the Complete Streets Policy and further to support the insertion of an article onto the Fall Town Meeting Warrant. P. Ahearn Seconded. Unanimous Vote: 3-0

Distribution:

Pam Dukeman
Todd Korchin
Abigail McCabe


Michael A. Jaillet
Town Administrator

Town of Westwood



Policy on Complete Streets

Board of Selectmen Approved: September 29, 2015

Planning Board Vote to Refer to Board of Selectmen: August 18, 2015

Pedestrian & Bike Safety Vote to Refer to Planning Board: June 3, 2015

Vision & Intent

Our streets, sidewalks and trails are the physical fabric connecting our community. This Complete Streets policy implements the principles contained in the Town's comprehensive long range plan by guiding the planning, development, maintenance, and continual improvement of a transportation network that allows all residents in all neighborhoods the opportunity to participate effectively in the community by having convenient access to community resources. This network should promote safety, minimize the negative effects of automobile traffic, and wherever possible promote an active and healthy lifestyle. Complete Streets can also reduce the Town's carbon footprint, contribute to a more sustainably built environment and improve the social interaction and health of its residents and visitors by encouraging additional physical activity in the forms of walking, running and bicycling.

The 11.1 square miles of land within Westwood's borders contain neighborhoods, conservation land and schools, a busy downtown, newly developed University Station and transit connections to Boston via MBTA rail service at Route 128 and Islington stations. Navigating routes laid out during the seventeenth, eighteenth and nineteenth centuries is challenging for twenty-first century residents and visitors, whether they're travelling by foot, car, bicycle or other means. A Complete Streets policy aims to make it easy to choose, for any given trip, how to get where you are going utilizing a variety of transportation modes. Therefore, it is the intent of the Town of Westwood to formalize the planning, design, operation, and maintenance of streets so that they are safe and accessible for all users.

The purpose of Westwood's Complete Streets policy is to accommodate all road users by creating a transportation network that meets the needs of individuals utilizing a variety of transportation modes. It is the intent of the Town of Westwood to formalize the plan, design, operation and maintenance of streets so that they are safe for users of all ages and abilities as a matter of routine. This policy directs decision-makers to consistently plan, design, and construct streets and paths to accommodate all anticipated and appropriate users including, but not limited to pedestrians, bicyclists, motorists, transit riders, emergency vehicles, and freight and commercial vehicles.

Core Commitment

Complete Streets are complete because they serve the needs of all users. All users includes people of all ages and abilities using various modes of transportation, including, but not limited to driving automobiles, transit, bicycling, walking, running, and hiking. All users include school bus and van drivers, delivery and service personnel, freight haulers, and emergency responders. All users include people traveling for personal, commercial, and recreational reasons. All users deserve safe facilities and a transportation infrastructure designed and maintained to serve their needs.

The Town of Westwood recognizes that all projects, new, maintenance, or reconstruction, are potential opportunities to apply Complete Streets design principles. The Town will, to the maximum extent practical, design, construct, maintain, and operate all streets to provide for a comprehensive and integrated street network of facilities for people of all ages and abilities.

Complete Streets design principles shall be incorporated into all publicly and privately funded projects to the maximum extent possible. All transportation infrastructure and street design projects requiring funding or approval by the Town of Westwood, as well as projects funded by the state and federal government, such as Chapter 90 funds, City improvement grants, Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, Community Development Block Grants (CDBG), Capital Funding and other state and federal funds for street and infrastructure design shall adhere to and comply with the Town of Westwood Complete Streets Policy. Private developments and related street design components or corresponding street-related components shall adhere to and comply with the Complete Streets principles. In addition, to the extent practical, state-owned roadways will comply with the Complete Streets policy, including the design, construction, and maintenance of such roadways within Town boundaries.

Exceptions

The Town may exclude projects from this policy where documentation and data indicate that:

1. Facilities where specific users are prohibited by law, such as interstate freeways or pedestrian malls. An effort will be made, in these cases, for accommodations elsewhere.
2. Where cost or impacts of accommodation is excessively disproportionate to the need.

Best Practices

The Town of Westwood Complete Streets policy will focus on developing a connected, integrated network that serves all road and trail users. Complete Streets will be integrated into policies, planning, and design of all types of public and private projects, including new construction, reconstruction, rehabilitation, repair, and maintenance of transportation facilities on streets and redevelopment projects.

Implementation of the Town of Westwood Complete Streets Policy will be carried out cooperatively within all departments in the Town of Westwood, and to the maximum extent possible, with private developers, state, regional, and federal agencies.

Complete Streets principles include the development and implementation of projects in a context sensitive manner in which project implementation is sensitive to the community's physical, economic, and social setting. The context-sensitive approach to process and design includes a range of goals by considering stakeholder and community values on a level plane with the project need. It includes goals related to livability with greater participation of those affected in order to gain project consensus. The overall goal of this approach is to enhance scenic, historical, and environmental resources while improving or maintaining safety, mobility, and infrastructure conditions.

The Town of Westwood recognizes that Complete Streets may be achieved through single elements incorporated into a particular project or incrementally through a series of smaller improvements or maintenance activities over time.

The latest design guidance, standards, and recommendations available will be used in the implementation of Complete Streets such as:

- The Massachusetts of Department of Transportation Project Design and Development Guidebook
- The latest edition of American Association of State Highway Transportation Officials (AASHTO) A Policy on Geometric Design of Highway and Streets
- The United States Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Design Controls.
- The Architectural Access Board (AAB) 521CMR Rules and Regulations
- Documents and plans created for the Town of Westwood, such as bicycle and pedestrian network plans.

Complete Streets implementation and effectiveness should be constantly evaluated for success and opportunities for improvement. The town will develop performance measures to gauge implementation and effectiveness of the policies.

Performance Measures and Reporting

The Town shall measure the success of this Complete Streets policy using, but not limited to, the following performance measures:

1. Total miles and type of bike infrastructure improvements including shared lane markings, bike lanes, and protected bike lanes,
2. linear feet of new pedestrian accommodation,
3. crosswalk and intersection improvements, including noncompliant crosswalks and intersections made ADA compliant,
4. street safety improvements, including new or improved traffic signals, traffic calming measures, restriping and lane diets,

5. stormwater improvements, including stormwater regulation compliance and Low Impact Design (LID) implementation,
6. public transportation improvements, including bus or shuttle stops with amenities,
7. number of elementary school aged children ineligible for bus transportation who have or do not have sidewalk access to school,
8. pedestrian, bicycle, and automobile accidents and injuries reported by location,
9. traffic safety and speed studies conducted,
10. list of unsafe street conditions reported to the town,
11. record of traffic enforcement results,
12. number, location, and capacity of town-installed bike racks,
13. transportation-related improvements or funding for transportation-related improvements provided as mitigation from non-municipal projects.

The Department of Public Works, in coordination with the Police Department, shall make an annual report to the Pedestrian and Bicycle Safety Committee showing progress made in implementing this policy. The annual report on the annual increase or decrease for each performance measure contained in this ordinance compared to the previous year(s) shall be posted on-line for each of the above measures.

The Pedestrian and Bicycle Safety Committee shall include a comprehensive analysis of progress towards implementing the Complete Streets policy in its annual report.

Implementation

The Town shall make Complete Streets practices a routine part of everyday operations, shall approach every transportation project and program as an opportunity to improve streets and the transportation network for all users, and shall work in coordination with other departments, agencies, and jurisdictions to achieve Complete Streets.

The Town shall review and either revise or develop proposed revisions to all appropriate planning documents (master plans, open space and recreation plan, etc.), zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles throughout the Town.

The Planning Board shall notify the Pedestrian and Bicycle Safety Committee of permit applications in order for that committee to review the applications for potential improvements that enhance Complete Streets.

The Pedestrian and Bicycle Safety Committee shall meet regularly to facilitate input from residents and foster a constructive dialog between town departments engaged in the implementation of the policy and all community stakeholders.

The Town shall maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure that will prioritize projects to eliminate gaps in the sidewalk and bikeway network as prioritized in the Bicycle and Pedestrian Network Plan drafted by the Metropolitan Area Planning Commission (MAPC) and adopted by Town Meeting on May 5, 2014.

The Town will reevaluate all Capital Improvement Projects to encourage implementation of Complete Streets.

The Town will train pertinent town staff and decision-makers on the content of Complete Streets principles and best practices for implementing policy through workshops and other appropriate means.

The Town will utilize inter-department coordination to promote the most responsible and efficient use of resources for activities within the public way.

The Town will seek out appropriate sources of funding and grants for implementation of Complete Streets policies.